

APPROVED AS AMENDED BY THE BOARD OF SELECTMEN

**TOWN OF DARIEN
BOARD OF SELECTMEN
REGULAR MEETING
JUNE 19, 2006**

ATTENDANCE: First Selectwoman Evonne Klein; Paul Hendrickson;
Linda Santarella; Barbara Thorne; Susan Young

STAFF: John Crary, Town Administrator

CALL TO ORDER

First Selectwoman Klein called the Regular Meeting to order at 7:00 p.m.

PUBLIC COMMENT

There were no comments from the public.

FIRST SELECTWOMAN'S REPORT

The First Selectwoman stated that she would like to update the Board of Selectmen and the Community on the progress the Board has made on their priorities. She reported that it has been five months since the Board of Selectmen unanimously approved a Board of Selectmen Statement, the Board of Selectmen Priorities 2006, and Ongoing Government Charges and Responsibilities. She said the Board felt strongly about adding a new element – the Board of Selectmen Statement. The statement sets a tone and presents a message to the community as to what the Board is committed to accomplishing.

Ms. Klein stated that Darien is a 21st century community that has maintained the charm and character of a small New England town. Darien is primarily a residential community which offers to its residents two beautiful public beaches, green parklands, playgrounds, library, several shopping areas and a senior activities center. She reported that the town takes tremendous pride in supporting its outstanding school system and all-volunteer fire departments and EMS service. These priorities reflect the Board of Selectmen's ongoing commitment to preserve and enhance the unique residential character of Darien while striving to make Darien the best that it can be.

Ms. Klein continued that for the past three years the Board of Selectmen has set priorities that include input from the community. The priorities have become the framework upon which the budget is built with the end result to continue the progress they have seen over the past two years.

Ms. Klein stated that the 2006 Priorities were: Open and Community Space; Traffic and Transportation; Downtown and Business Development; Fiscal Responsibility; Senior Issues; and Charter Revision. She noted that each priority is accompanied by strategies to get the job done. She then reviewed the 2006 priorities and the progress to date on each.

The First Selectwoman stressed that she continues to be encouraged and energized by what the Board has accomplished in the last five months but the hard work of decision-making lies ahead. She stated that she will continue with an open and inclusive process hosting First Selectwoman's Nights Out, public informational meetings, neighborhood meetings and public hearings as needed. She explained that these issues have been identified together as a community and as a Board of Selectmen to be those that they work to resolve. Ms. Klein concluded by stating that Darien in 2006 is a vibrant, active and growing community.

ADMINISTRATIVE OFFICER'S REPORT

Mr. Crary requested that the Board amend the agenda to adopt a resolution authorizing the 1st Selectwoman to sign an agreement with the State of CT for a STEAP grant in the amount of \$85,000 which will be used for downtown signage. Mr. Crary stated that the grant was applied for in January and was approved by the State two weeks ago.

Ms. Young also requested that an item be added to the agenda to elect an Acting First Selectman. Ms. Klein stated that both items will be taken up at the end of the meeting.

NEW BUSINESS

a) Report on the Tokeneke School Building Committee – Bruce Hill

Bruce Hill, representing the Tokeneke School Building Committee and Ryszard Szczypek of Tai Soo Kim Partners, Architects, were present. Mr. Hill stated that they were long overdue on an update. Mr. Szczzyrek stated that he was in charge of with the design of the new building. He then gave a presentation on the new school showing the site plan, floor plans, parking, classrooms and gymnasium. He pointed out that the new school will have two floors and three courtyards and that the new building will be built on the grounds when the existing school is in operation. Mr. Hill stated that the project was put out to bid last week and they encountered that they will be over budget by 15%. He reported that one bid for HVAC and plumbing accounted for \$2.5 million and the other overages were in site work and electrical. He reported that last Thursday they met with Turner Construction and the designer to see how they can reevaluate bids and they decided that they will break out the bid for HVAC and plumbing separately. He stated that they were trying to stay on schedule with construction to begin on July 17 in order that the children will have a temporary playground to use in the fall.

b) Discuss and Take Action on setting shellfish permit fees

Ms. Santarella asked if non-resident shellfishing permits meant they were for anybody. Ms. Klein said that they were opening it up to everyone. Ms. Santarella asked why they were doing this. Ms. Klein stated that the request came from the Health Department because they had received requests from other towns to shellfish in Darien waters.

**** MS. THORNE MOVED TO INCREASE THE DARIEN/STAMFORD RESIDENT SHELLFISHING FEE TO \$20.00 ANNUALLY AND THAT THERE WILL REMAIN NO FEE FOR RESIDENTS WHO ARE SIXTY-FIVE AND OVER.**

**** MS. SANTARELLA SECONDED.**

**** MOTION PASSED UNANIMOUSLY.**

The non-resident fee for shellfishing was then discussed. Ms. Santarella asked if Darien residents could shellfish in Norwalk, Stamford, Greenwich or Westport and stated that she was uncomfortable with this. Ms. Thorne stated that she was interested in what the demand had been. Ms. Young asked what had precipitated this request. Ms. Klein stated that the request had come out of the Health Department to open up Darien beaches to non-residents. She stated that they will do more research on this request.

c) Discuss and Take Action on funding for the July 6th, 7th and 8th Town Carnival at the Hindley Elementary School

Tom Mickel, Co-Chair, and Cheryl Russell were present from the Committee. Ms. Klein stated that the budget cost of \$15,000 for the event is in the 06/07 budget for contingency which was to be used for the fireworks event that will not take place. She noted that Stewart Amusement will pay \$7,500 out of the total \$15,000 and those funds would go back into revenue. Ms. Young commented that there was no backup material for this item or the next three agenda items so that pertinent questions could be asked. She stated that, in the future, it would be more helpful to have backup material. Ms. Klein replied that this was discussed a number of times before and information was given to the Board at that time. Ms. Young asked if the name had been changed so that they were now voting on a new category which is not fireworks. Mr. Crary said that was correct and that this was called a community celebration instead of a fireworks event. Ms. Santarella asked who would clean up after the event and Ms. Klein replied that it was in the budget for Public Works and Parks and Recreation to do the clean up.

Ms. Santarella stated that she was not anti-carnival, but she had not seen a budget to look at before she was asked to transfer monies. Tom Mickel stated that he had the budget and could make copies. He reported that they were asking for \$14,905 and the charge of the Committee was to keep the costs at \$15,000. Ms. Thorne stated that this was an exciting project and she did not need to know the details because it was a community celebration

in place of the fireworks event. Ms. Klein reported that this transfer will come from next year's budget in order that contracts can be signed now.

**** MS. THORNE MOVED TO APPROVE THE FUNDING FOR THE JULY 6TH, 7TH AND 8TH TOWN CARNIVAL AT THE HINDLEY ELEMENTARY SCHOOL.**

**** MS. SANTARELLA SECONDED.**

**** MOTION APPROVED UNANIMOUSLY.**

d) Discuss and Take Action on funding a survey requested by the Ad Hoc Committee on Affordable Housing. (Backup material forthcoming by email on Friday)

Charlotte Suhler, Chair, reported that last time they met she requested funding for a survey in order to obtain information on affordable housing needs in Darien. She stated that the survey will be totally objective. She stated that they had interviewed experts in surveys and housing and that she had spoken to Mark Robbins, Head of Marketing at UCONN, the Quinnipiac College Polling Department, and 15 others. She reported that on Friday she met with a consultant, Sean Zillenbach of Arlington, VA, who is an authority in the housing market and the Committee recommended obtaining him as their consultant. His consulting fee is \$9,000.

Ms. Suhler then distributed a proposed budget and also a timetable for the survey for affordable housing. She reported that they will send out 6000 surveys and they will also have a website. The Town employees will be the pilot testing group for the survey. She stated that after an analysis of results of the survey, they will develop a report to be presented in November to the Board. Ms. Suhler also reported that she had made a presentation to the United Way, which they approved, and will pass on to their Board. Ms. Young asked if there were any grants available for this type of project. Ms. Suhler replied that she was not aware of any. Ms. Thorne stated that it was vital that the consultant develop the questions so that they are truly as neutral as possible. Ms. Young asked if the survey could also involve other Town's needs because they have not moved forward on that. Ms. Klein replied that it would change the focus and would be too complicated and expensive. Flora Smith asked if the survey could be coded by district. Ms. Suhler did not know if it could.

**** MS. THORNE MOVED TO APPROVE THE CURRENT ESTIMATED FUNDING IN THE AMOUNT OF \$7,000 FOR THE SURVEY REQUESTED BY THE AD HOC COMMITTEE ON AFFORDABLE HOUSING.**

**** MS. KLEIN SECONDED.**

Ms. Young stated that she was not prepared to vote on this because she needed the materials before tonight's meeting and this was for a lot of money that was not in the budget. She also commented that they never discussed a budget for this. Ms. Santarella asked Tom Volpe if this was on the Board of Finance agenda for tomorrow night. He replied that it was. Ms. Santarella agreed that it was very difficult when they don't get a lot of information upfront. She asked if they were hoping that United Way would match the \$7,000. Mr. Volpe stated that, going forward, they should think of it as of total amount of \$15,000, without the United Way.

**** MOTION PASSED WITH FOUR IN FAVOR AND ONE ABSTENTION
(MS. YOUNG).**

e) Discuss and Take Action on the policy for the overselling of parking permits for commuter spaces

Ms. Klein stated that this was not a policy and they do not need to take action on it. She reported that currently the Town oversells parking permits by 40% and Westport oversells by 100%.

Mr. Crary explained that currently there is an intern working, at no cost, to gather data on vacant parking spaces primarily at the Darien and Noroton Heights Railroad stations, Mechanic Street, Leroy West and East, Grove Street and Squab Lane. He is charting the parking spaces usage at 10:00 a.m. and 2:00 p.m. Mr. Crary stated that there are three categories of spaces: permit parking, voucher parking and 3 hour parking. He stated that they do not have a handle on how many are being used in each category. He reported that at 10:00 a.m. and 2:00 p.m. there are almost 200 empty spaces every day. He stated that the intern is graphing the usage of each lot on a daily basis and he will have a report back to him on Friday. Mr. Crary stated that it appears that they can oversell more than 40% on permit parking. He recommended increasing it by 10% now and then tracking it over the summer and maybe increasing it another 5% in September. He stated that by doing this they can balance the number of spaces and get a mix. He added that they may be able to change the voucher spaces, sell more permit spaces, and also pick up a few 3 hour parking spaces.

Ms. Klein stated that she thought it was a good move and noted that they are bound by contract with the State lots. Ms. Santarella stated that she wanted to know the total number of spaces downtown and by lot also. Mr. Crary replied that they did not have the staff to do that. Ms. Santarella commented that there must be someone on staff that should know the answer. Mr. Crary stated that the thing that was important was how the spaces were mixed. Ms. Klein stated that she believed there were 1400 spaces however, she would contact Deb Parnon to double check the number.

f) Transfers:

1. Registrars of Voters / Dpt 113

Request for additional funding to be incurred for printing, mailing, shipping to District 5 & 6 electors regarding change of poll locations for Democratic Primary and State Election. Expenses to be paid from Contingency Fund

Resolved:

That the following transfer of appropriations is approved for referral to the Board of Finance

From:			To:		
Acct. No.	Account	Amount	Acct. No.	Account	Amount
	Contingency Fund	\$3400	10107651 / 82008	Printing	\$500
			10107651 / 82016	Mail & Ship	2900
	TOTAL	\$3400		TOTAL	\$3400

**** MS. SANTARELLA MOVED TO APPROVE THE FOLLOWING
TRANSFER OF APPROPRIATION TO THE BOARD OF FINANCE:**

From:			To:		
Acct. No.	Account	Amount	Acct. No.	Account	Amount
	Contingency Fund	\$3400	10107651 / 82008	Printing	\$500
			10107651 / 82016	Mail & Ship	2900
	TOTAL	\$3400		TOTAL	\$3400

**** MS. YOUNG SECONDED.
** MOTION APPROVED UNANIMOUSLY.**

2. Ad Hoc Committee on Affordable Housing

Transfer from Contingency to the Operating Budget to cover the expected costs of conducting a survey on Affordable Housing. The purpose of the survey is to obtain better information on the Town's assets and needs in the area of Affordable Housing.

RESOLVED:

That the following transfer of appropriations is approved for referral to the Board of Finance:

From:			To:		
Acct. No.	Account	Amount	Acct. No.	Account	Amount
000-86600	Contingency	\$10,000	To Be Determined		\$10,000
TOTAL		\$10,000	TOTAL		\$10,000

This transfer was previously approved in the meeting.

3. Department of Public Works

Unanticipated additional expenses for RDA application forms, commercial dump plates, and refrigeration stickers combined with higher unit costs for dump stickers and commercial plates have resulted in a significant budget deficit..

RESOLVED:

That the following transfer of appropriations is approved for referral to the Board of Finance:

From:			To:		
Acct. No.	Account	Amount	Acct. No.	Account	Amount
24545154-82041	Facility Rep. & Maint	\$2,305	24545154-83007	Operating Supplies	\$2,305
TOTAL		\$2,305	TOTAL		\$2,305

**** MS. SANTARELLA MOVED TO APPROVE THE FOLLOWING
TRANSFER OF APPROPRIATION TO THE BOARD OF FINANCE:**

From:			To:		
Acct. No.	Account	Amount	Acct. No.	Account	Amount
24545154-82041	Facility Rep. & Maint	\$2,305	24545154-83007	Operating Supplies	\$2,305
TOTAL		\$2,305	TOTAL		\$2,305

**** MR. HENDRICKSON SECONDED.
** MOTION APPROVED UNANIMOUSLY.**

4. Police Department

Three lockers in the male locker room have sustained a failure to the latch/locking mechanism. Each officer stores his/her duty weapon in their respective assigned locker, so the need for a secure locker capable of being locked is obvious.

These lockers are approaching twenty years old and are beginning to fail. Purchasing replacement locker door assemblies in lots of five is less than half the price of purchasing the doors individually. Repairing the lockers immediately is essential.

The requested transfer would allow for the purchase of five locker door assemblies and necessary hardware and shipping. Shipping costs were only approximated on the quote received; total cost, inclusive, is approximated at \$929.25.

RESOLVED:

That the following transfer of appropriations is approved for referral to the Board of Finance:

From:			To:		
Acct. No.	Account	Amount	Acct. No.	Account	Amount
10302233 81001	Patrol Wages-FT	1,000	10302323 82041	Facility Repair & Maint.	1,000
TOTAL		1,000	TOTAL		1,000

Mr. Cray reported that three lockers were broken and because they are twenty years old, the Chief wants to purchase five locker door assemblies.

**** MS. SANTARELLA MOVED TO APPROVE THE FOLLOWING
TRANSFER OF APPROPRIATION TO THE BOARD OF FINANCE:**

From:			To:		
Acct. No.	Account	Amount	Acct. No.	Account	Amount
10302233 81001	Patrol Wages-FT	1,000	10302323 82041	Facility Repair & Maint.	1,000
TOTAL		1,000	TOTAL		1,000

**** MR. HENDRICKSON SECONDED.
** MOTION APPROVED UNANIMOUSLY.**

5. Darien Fire Department

Requesting transfer of \$1,300 to repair mechanical pump seal on Tanker 45.

RESOLVED:

That the following transfer of appropriations is approved for referral to the Board of Finance:

From:			To:		
Acct. No.	Account	Amount	Acct. No.	Account	Amount
10303415-82044	Radio Repair & Maint	\$1,300	10303415-82040	Motorized Equip Repair/Maint.	\$1,300
TOTAL		\$1,300	TOTAL		\$1,300

**** MS. THORNE MOVED TO APPROVE THE FOLLOWING TRANSFER OF APPROPRIATION TO THE BOARD OF FINANCE:**

From:			To:		
Acct. No.	Account	Amount	Acct. No.	Account	Amount
10303415-82044	Radio Repair & Maint	\$1,300	10303415-82040	Motorized Equip Repair/Maint.	\$1,300
TOTAL		\$1,300	TOTAL		\$1,300

**** MS. SANTARELLA SECONDED.**
**** MOTION APPROVED UNANIMOUSLY.**

APPROVAL OF PREVIOUS MINUTES

Executive Session Meeting on April 17, 2006

**** MS. THORNE MOVED TO APPROVE THE MINUTES OF THE EXECUTIVE SESSION MEETING ON APRIL 17, 2006.**
**** MS. YOUNG SECONDED.**
**** MOTION APPROVED WITH FOUR IN FAVOR AND ONE ABSENTION (MR. HENDRICKSON).**

Regular Meeting on June 5, 2006

The following changes were made to the minutes:

Board of Selectmen
Regular Meeting

Pg. 2: Third paragraph: Change to: Ms. Young stated that this was discussed with Mr. Orchulli and the DTC Chairman, John Davis

Pg. 3: First sentence: vote, she stated that she called Ms. Klein and also Ms. Thorne right away.

Pg. 8: Fourth paragraph: Add: Ms. Young asked the commuters to come up with a feasible suggestion for open parking. Paul Krugge, a commuter, suggested that they open up parking after 10:00 a.m.

Special Meeting on June 13, 2006

- ** MS. YOUNG MOVED TO APPROVE THE MINUTES OF THE SPECIAL MEETING ON JUNE 13, 2006.**
- ** MS. THORNE SECONDED.**
- ** MOTION APPROVED WITH FOUR IN FAVOR AND ONE ABSTENTION (MR. HENDRICKSON).**

AGENDA REVIEW

Ms. Santarella requested that they have an Executive Session meeting to update the Board on litigation and land matters. Ms. Klein stated that she would like to bring forward a discussion on ordinances, such as blight, noise, shellfishing, snow shoveling, and the swearing in of officials.

FORTHCOMING MEETINGS

- June 20, 2006 Board of Finance Meeting at 7:30 p.m.
- June 21, 2006 Parks & Recreation Meeting at 7:30 p.m.
- June 27, 2006 Board of Education Meeting at 7:30 p.m.
- June 27, 2006 Planning & Zoning Public Hearing at 8:00 p.m.

- July 10, 2006 Joint Town Department Heads Meeting at 4:30 pm
- July 10, 2006 Board of Selectmen Meeting following Joint Town Department Head Meeting – Regular Meeting

OTHER BUSINESS

(A two-thirds majority vote is required to add an item to the agenda)

- ** MS. YOUNG MOVED TO ADD AN ITEM TO THE AGENDA TO APPROVE THE RESOLUTION TO AUTHORIZE THE FIRST**

**SELECTWOMAN TO SIGN AN AGREEMENT WITH THE STATE OF CT
FOR A STEAP GRANT IN THE AMOUNT OF \$85,000.**

**** MS. SANTARELLA SECONDED**

**** MOTION PASSED UNANIMOUSLY.**

**** MS. SANTARELLA MOVED TO APPROVE THE RESOLUTION
AUTHORIZING THE FIRST SELECTWOMAN TO SIGN AN
AGREEMENT WITH THE STATE OF CT FOR A STEAP GRANT IN THE
AMOUNT OF \$85,000 TO BE USED FOR DOWNTOWN SIGNAGE.**

**** MS. YOUNG SECONDED.**

**** MOTION APPROVED UNANIMOUSLY.**

**** MS. YOUNG MOVED TO ADD AN ITEM TO THE AGENDA TO APPOINT
AN ACTING FIRST SELECTMAN.**

**** MS. SANTARELLA SECONDED.**

**** MOTION PASSED UNANIMOUSLY.**

**** MS. YOUNG MOVED TO APPOINT LINDA SANTARELLA AS ACTING
FIRST SELECTWOMAN.**

**** MR. HENDRICKSON SECONDED.**

**** MOTION PASSED WITH FOUR IN FAVOR AND ONE ABSTENTION (MS.
SANTARELLA).**

**** MS. SANTARELLA MOVED TO ADJOURN THE MEETING AT 9:25 PM.**

**** MS. YOUNG SECONDED.**

**** MOTION PASSED UNANIMOUSLY.**

Respectfully Submitted,

Donna DeVito

Telesco Secretarial Services